

TOWN OF FRANKLIN

BOARD OF FINANCE (BOF)

**FRANKLIN TOWN HALL
7 Meetinghouse Hill Rd.
Franklin, Connecticut**

REGULAR MEETING MINUTES

**Tuesday, December 10, 2019
7:30 p.m.**

1. Call to Order: Chairman Richard Handfield called the meeting to order at 7:30 p.m.

Members Present: Vice Chairman Veronica Calvert, Calli Carboni, Susan Dombrowski, Chairman Richard Handfield, Richard Weingart. **Alternate Members Present:** Roland Mihok. **Alternate Members Absent:** Jeremy Beisiegel, Wesley Crawford

2. Recognition of Visitors: Chairman Richard Handfield recognized visitors.

3. Additions to the Agenda:

MOTION #1 (12.10.19): made by Susan Dombrowski SECONDED BY Calli Carboni that the Board of Finance **ADD** Approve Year End Line Item Transfers to the Agenda under New Business
VOICE VOTE: UNANIMOUS; MOTION CARRIES

4. Election of Officers: Chairman Handfield opened the floor for nominations:

MOTION #2 (12.10.19): made by Chairman Handfield SECONDED BY Richard Weingart that the Board of Finance nominate Ronnie Calvert as **Vice-Chair**. There were no more nominations.
VOICE VOTE: UNANIMOUS; MOTION CARRIES

MOTION #3 (12.10.19): made by Calli Carboni SECONDED BY Veronica Calvert that the Board of Finance nominate Richard Handfield **Chairman**. There were no more nominations.
VOICE VOTE: UNANIMOUS; MOTION CARRIES

5. Approval of Minutes:

- a. November 12, 2019 Regular Meeting

MOTION #4 (12.10.19): made by Susan Dombrowski SECONDED BY Calli Carboni that the Board of Finance approve meeting minutes of November 12, 2019 Regular Meeting – as presented
VOICE VOTE: UNANIMOUS; MOTION CARRIES

6. Review of Reports:

- a. **Monthly Tax Collection Report:** Tax Collector Kelsey Allard was present to report on collected taxes and a recent tax sale.
- b. **Monthly Board of Selectmen Income Report:** Mr. Grant reviewed the report as submitted for FY19-20 July through November 2019 dated 12/05/19. He noted 25% of State ECS Support funds have been received and about 15% of municipal support funds have been received. It is anticipated, a bond meeting will be held in the near future to discuss receipt of Town Aide Road Grants (TAR) and previous year LOSUP funds. Town interest bearing accounts are showing good returns, taxes collected are very favorable, and expenses are about where they should be for this time of year.
- c. **Monthly Board of Selectmen Expense Report:** Mr. Grant reviewed the report as submitted for FY19-20 July through November 2019 dated 12/05/19. It was noted, the Town Hall line item is high due to elevator repair costs and the 1800 Series is over due to a duplicate payment to a charity (will be corrected).

d. **Monthly Board of Education [BOE] Report:** Peter Calvert, BOE Chairman, gave a brief overview of the Board of Education monthly financial report. There are a few minor expense issues mostly related to Staffing changes. Review is taking place on the financial status of the Hartford Healthcare (Green Valley School) Lease and Professional Services Contract. There was discussion on the Agreement between the Board of Education and Franklin Education Association, Superintendent’s Contact Renewal, School Cafeteria Fund, and School Student Activity Fund.

e. **Monthly Selectman’s Report:**

Highway Department: Mason dump has been received and all town trucks are in great shape. Due to recent personnel changes the town crew is in need of additional help so the Town has contracted for additional help to assist with snow removal and maintenance for the winter season.

Town Projects & Property: Pump station installation project on Route 32 is in progress; New Park Ave paving work is taking place; Water/sewer project is in progress - team meeting will be held very soon to discuss project status and costs-to-date, anticipated completion date is mid-July and grant money will follow. Murphy Road Piping Project bid is being prepared and will be sent out sometime in July 2020 at such point the water sewer project nears completion. Mr. Grant continues to manage rental portion of Town owned property at 5 Tyler Drive. Tank at Veterans Memorial Park is installed and will be cleaned and dedicated sometime in the near future.

7. Correspondence: N/A

8. Old Business: N/A

9. New Business:

a. **Line Item Transfers:**

Chairman Handfield explained end-of-year “line item transfers” means that: Funds within Line Items in the Board of Selectman’s Budget that were under-spent are moved into line items that were over-spent resulting in the balancing-out of line items.

MOTION #5 (12.10.19): made by Veronica Calvert SECONDED BY Calli Carboni that the Board of Finance approve Year End “Line Item Transfers” as presented

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

The Board of Selectmen will schedule a Special Meeting to approve the 2018-2019 Board of Education Budget Overage in an approximate amount of \$32.304.97.

10. Adjournment

MOTION #6 (12.10.19): made by Calli Carboni SECONDED BY Richard Weingart that the Board of Finance adjourn the meeting

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

Respectfully submitted,
Sherry Pollard
Board Secretary